

EFFECTIVE

October 1, 2019.

Subject(s)

1. Guardians with permissive exclusions.
2. Criminal History changes for permissive exclusions.
3. CHAMPS revalidation.
4. Implementation of MSA-1904, Home Help Agency Invoice.

**1) Guardians with
Permissive
Exclusions****ASM 135**

Guardians with permissive exclusions cannot be the paid individual caregiver of the client they have guardianship over. Therefore, guardians cannot sign their own MSA-119, Personal Choice and Acknowledgement of Provider Selection form.

Reason: Change in policy and procedure due to Bulletin MSA 19-03, Provider Enrollment Fitness Criteria. MSA 19-03 supersedes Home Help provider enrollment policy in Bulletin MSA 14-31 and MSA 14-40.

**2) Criminal History
Changes for
Permissive
Exclusions****ASM 135 and ASM 136**

As of April 1, 2019; Provider Enrollment will change to a 10-year look back on federal or state felonies and a 5- year look back for federal or state misdemeanors at time of caregiver enrollment. Caregivers who have a permissive exclusion may request reinstatement if needed. The policy on mandatory exclusion has not changed.

Reason: Change in policy and procedure due to Bulletin MSA 19-03, Provider Enrollment Fitness Criteria.

**3) CHAMPS
Revalidation**

ASM 135

MDHHS must have all Medicaid providers revalidate their CHAMPS enrollment information at least once every three to five years based on risk category.

Reason: Clarification of policy from Bulletin MSA 12-55, Medicaid Provider Screening/Enrollment and Program Integrity.

**4) Implementation
of MSA-1904,
Home Help Agency
Invoice**

ASM 136

As of October 1, 2019, MDHHS will no longer accept the DHS-721, Provider Log, as a form of verification that Home Help services were provided. Agency providers must submit a monthly invoice, MSA-1904, Home Help Agency Invoice, for each month of services for verification of Home Help services.

Reason: Change in policy and procedure due to Bulletin MSA 19-18, Home Help Services Agreement and Agency Invoice.

**MANUAL
MAINTENANCE
INSTRUCTIONS**

Changed Items ...

[ASM 135](#)

[ASM 136](#)